



**King County**  
*Always at your service*

**ATTENTION:** YOU MUST FILE YOUR DIVORCE CASE BEFORE SUBMITTING THIS PACKET. PLEASE PROVIDE YOUR KING COUNTY CASE NUMBER WHERE REQUESTED.

For more information on how to file your case, please visit the Facilitator's Office or go online at:  
<http://www.kingcounty.gov/courts/scforms/familylaw.aspx>

# Simple Divorce Packet

## For Finalizing Agreed/Uncontested Cases

- Questionnaire/Application
- Simple Dissolution (Divorce) Disclosure
- Exhibit "A" to Findings of Fact and Conclusions of Law
- Declaration in Lieu of Formal Proof
- Pre-Dissolution Survey

**COMPLETED PACKET MAY BE MAILED OR DELIVERED  
TO THE FOLLOWING LOCATIONS:**

**Kent (KNT) Cases:**  
King County Superior Court MRJC  
401 4<sup>th</sup> Ave N, Room 1D or 3D  
Kent, WA 98032

**Seattle (SEA) Cases:**  
King County Superior Court KCCH  
516 Third Ave, Room W-280 or W-382  
Seattle, WA 98104

**Note:** if you are eligible for the Simple Divorce program, you will be contacted within 14 days of our receipt of your application.

Questions may be directed to Jamie Perry at (206) 477-2742.

## **King County Superior Court Simple Divorce Application**

***The Simple Divorce program is designed for pro se parties without minor children that are in complete agreement on all issues in the case. If you do not agree on who gets what and who pays what, you do not qualify for this program.***

Please answer **Yes** or **No** to the following questions (circle one):

Do you or your spouse have attorney representation in this matter?	<b>Yes</b>	<b>No</b>
Are there children of the marriage?	<b>Yes</b>	<b>No</b>
Do you or your spouse have stock options or stock plans you intend to divide?	<b>Yes</b>	<b>No</b>
Are you or your spouse requesting a protection order or restraining order?	<b>Yes</b>	<b>No</b>
Do you or your spouse have non-publicly traded private investments you intend to divide?	<b>Yes</b>	<b>No</b>
Do you or your spouse own a business or business interest you intend to divide?	<b>Yes</b>	<b>No</b>
Is there a separation contract or prenuptial agreement?	<b>Yes</b>	<b>No</b>
You have not started the case; the petition hasn't been filed with the Clerk's Office.	<b>True</b>	<b>False</b>

***If you responded "yes" or "true" to any of the above questions/statements, you do not qualify for the simple divorce program. You may seek assistance from the court facilitators for forms and instructions on your case.***

Does either party have a 401K retirement plan/pension that you intend to split? If yes, specify how _____	<b>Yes</b>	<b>No</b>
Does either party own real property (a home or land)? If yes, specify how to award: _____	<b>Yes</b>	<b>No</b>
Does either party have stock options and/or non-publicly traded private investments? If yes, specify how to award: _____	<b>Yes</b>	<b>No</b>
Does either party own a business or business interest? If yes, specify how to award: _____	<b>Yes</b>	<b>No</b>
Is either party seeking reimbursement for fees paid to attorneys or for other costs? If yes, how much? \$_____. Who should pay? _____	<b>Yes</b>	<b>No</b>
Is any party pregnant?	<b>Yes</b>	<b>No</b>
Is the husband not the father of a child born during the marriage?	<b>Yes</b>	<b>No</b>
Is the combined income of both parties at or above \$70,000/year?	<b>Yes</b>	<b>No</b>
Is the respondent <u>unavailable</u> to sign additional documents in this case?	<b>Yes</b>	<b>No</b>
Have you properly notified the respondent of your petition and s/he failed to respond?	<b>Yes</b>	<b>No</b>

***If you answered yes to the above questions you may be contacted by court staff to inquire further about whether you qualify for the program. Please be sure to provide current contact information.***

Who referred you or told you about Simple Divorce?

FLO Class ☐ Facilitator Office ☐ Status Conf./Non-Compliance Hearing ☐ Other ☐

King County Superior Court Case Number: \_\_\_\_\_KNT/SEA

*Please note: if you have not filed the petition with the Clerk's Office, you are not currently eligible for the Simple Divorce program.*

Full Name of Petitioner/Party #1 \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Please check if you prefer an electronic copy of your final documents ☐

Mailing address: \_\_\_\_\_

In which county and state does this party live? \_\_\_\_\_

Is this address confidential?

**Yes**

**No**

Please circle preferred method of contact: **Phone** **Email**

Full Name of Respondent/Party #2 \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Please check if you prefer an electronic copy of your final documents ☐

Mailing address: \_\_\_\_\_

In which county and state does this party live? \_\_\_\_\_

Is this address confidential?

**Yes**

**No**

Please circle preferred method of contact: **Phone** **Email**

Date of Marriage \_\_\_\_\_ Place of Marriage (City, State) \_\_\_\_\_

Date of Separation \_\_\_\_\_

Are either of you seeking maintenance (alimony)

**Yes**

**No**

If so, how much per month? \$ \_\_\_\_\_ For how long? \_\_\_\_\_

Who (which party listed above) will pay the maintenance? \_\_\_\_\_

Do you or your spouse wish to change your name?

**Yes**

**No**

If yes, please list full name(s) (first, middle and last): \_\_\_\_\_

**OFFICE USE ONLY:**

Eligible: ☐ Yes ☐ No

☐ Joinder signed ☐ Default

90-days Expires: \_\_\_\_\_ Presentation Date: \_\_\_\_\_

☐ Email final orders, to be returned by: \_\_\_\_\_

☐ Appointment needed for signature

NFMD: ☐ Yes; hearing date: \_\_\_\_\_ ☐ No

Final Orders:

☐ Drafted

☐ To be drafted by: \_\_\_\_\_

Payment:

Amount: \_\_\_\_\_

Receipt # \_\_\_\_\_

Date Received: \_\_\_\_\_

## **King County Superior Court Simple Dissolution (Divorce) Disclosure**

The Simple Dissolution (Divorce) program (SD) is available to help people with agreed divorces prepare all necessary paperwork to complete their case. A simple dissolution is one where there are no children of the marriage and no significant assets. The program staff may, at their discretion, decide whether or not you qualify for the SD Program. If you do not qualify, any money you paid will be refunded. However, by filling out and submitting this packet, both parties acknowledge and agree that they have read and understand the following:

The program staff may prepare the documents to complete your divorce. However, program staffs are employees of King County Superior Court and ARE NOT YOUR LAWYERS, but neutral third parties who do not represent any party in your case. Communications between you and the program staff are NOT confidential. Furthermore, there is no attorney-client relationship between you and the program staff regardless of whether program staffs are attorneys or not.

Forms completed by program staff on your behalf are prepared with the information provided by you. You are solely responsible to ensure the documents are true and complete, including information regarding your assets, debts and agreements.

Program staffs are not responsible for accuracy of the documents once they are prepared. It is your responsibility to read, understand and check the accuracy of the documents prior to signing and/or finalizing your case. Program staff shall not be held responsible for any inaccuracies in your documents whatsoever.

You must consult with your own attorney for a confidential conversation and personalized advice, including discussion of your legal rights and/or what agreements may or may not be in your best interest. You are encouraged to seek independent legal advice prior to signing any legal documents including those prepared by program staff.

Program staff cannot assist you if you are formally represented by an attorney.

Program staff may provide information and services to the other party in your case.

Program staffs are NOT RESPONSIBLE for the outcome of your case.

**BOTH PARTIES MUST REVIEW AND SIGN THIS FORM TO BE SUBMITTED WITH YOUR QUESTIONNAIRE/APPLICATION.**

**Petitioner: I have read this *Disclosure* or have had it read to me and I fully understand and accept it**

**Respondent: I have read this *Disclosure* or have had it read to me and I fully understand and accept it**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

Case number: \_\_\_\_\_

**EXHIBIT "A" to Findings of Fact and Conclusions of Law**

**Property and Obligations**

**A. Property acquired by either party during the marriage:**

A.1 Real Property (*houses, land*):

☐ None.

☐ Real property located at (*provide address*): \_\_\_\_\_

\_\_\_\_\_

A.2 Vehicles (cars, motorcycles, boats, etc.):

☐ None.

☐ List vehicles:

Year, make, and model of vehicle ( <i>for example, 2005 Honda Accord</i> ):	Name on title (Petitioner or Respondent or both):	Who will keep the vehicle (Petitioner or Respondent)?

A.3 Bank accounts acquired during the marriage:

☐ None.

☐ List accounts:

Name of Account ( <i>for example, US Bank Savings</i> ):	Account holder (Petitioner or Respondent or both):	Who will keep the account or how will funds be divided?

A.4 Any portion of retirement, profit sharing, stock options, 401(k), voluntary investment, pension, IRA, mutual funds, investment accounts, or other accounts acquired during the marriage:

☐ None.

☐ List accounts:

Name of Account (for example, <i>Teamster's Union retirement</i> ):	Account holder (Petitioner or Respondent or both):	Who will keep or how will funds be divided?

A.5 Personal property acquired during the marriage (*jewelry, furniture, household goods, etc.*):

☐ None.

☐ All personal property has previously been divided to the mutual satisfaction of the parties.

☐ List property:

Description (for example, <i>42" Samsung TV</i> ):	Who has it? (Petitioner or Respondent):	Who will keep it? (Petitioner or Respondent)

**B. Property acquired by either party *before* the marriage or *after* the date of separation:**

**B.1 Real Property (*houses, land*):**

☐ None.

☐ Real property located at (*provide address*): \_\_\_\_\_

\_\_\_\_\_

**B.2 Vehicles (cars, motorcycles, boats, etc.):**

☐ None.

☐ List vehicles:

Year, make, and model of vehicle ( <i>for example, 2005 Honda Accord</i> ):	Name on title (Petitioner or Respondent):	Who will keep it?

**B.3 Bank accounts:**

☐ None.

☐ List accounts:

Name of Account ( <i>for example, US Bank Savings</i> ):	Account holder (Petitioner or Respondent):	Who will keep the account or how should funds be divided?

B.4 Any portion of retirement, profit sharing, stock options, 401(k), voluntary investment, pension, IRA, mutual funds, investment accounts, or other accounts acquired either *before* the marriage or *after* the date of separation:

☐ None.

☐ List accounts:

Name of Account (for example, <i>Teamster's Union retirement</i> ):	Account holder (Petitioner or Respondent):	Who should keep or how should funds be divided?

B.5 Personal property (*jewelry, furniture, household goods, etc.*):

☐ None.

☐ All personal property has previously been divided to the mutual satisfaction of the parties. Each party shall maintain possession of all personal property currently in his or her possession.

☐ List property:

Description (for example, 42" Samsung TV):	Who has it? (Petitioner or Respondent):	Who will keep it? (Petitioner or Respondent)



**C. Debts and Liabilities:**

C.1 Debts and liabilities acquired by either party *during* the marriage:

☐ None.

☐ List debts and liabilities (include mortgages on real property and auto loans):

NAME OF CREDITOR and DESCRIPTION (for example, GMAC, mortgage on real property):	Account holder (Petitioner, Respondent, or both):	Who will pay it or how will debt be divided?

C.2 Debts and liabilities acquired by either party *before* the marriage or *after* the date of separation:

☐ None.

☐ List debts and liabilities (include mortgages on real property and auto loans):

*Debts and liabilities in **Petitioner's** name:*

NAME OF CREDITOR and DESCRIPTION (for example, GMAC, mortgage on real property):	Who should pay or how should debt be divided?

***Debts and liabilities in Respondent's name:***

NAME OF CREDITOR and DESCRIPTION (for example, GMAC, mortgage on real property):	Who should pay or how should debt be divided?

By signing below, I represent I have reviewed the information provided on pages 1 through 6 of this document (entitled Exhibit "A") and declare under penalty of perjury under the laws of the state of Washington that the information contained herein is true and correct.

Signed at \_\_\_\_\_(City), \_\_\_\_\_(State), on \_\_\_\_\_(Date).

\_\_\_\_\_  
Signature of Petitioner

\_\_\_\_\_  
Print Name of Petitioner

Signed at \_\_\_\_\_(City), \_\_\_\_\_(State), on \_\_\_\_\_(Date).

\_\_\_\_\_  
Signature of Respondent

\_\_\_\_\_  
Print Name of Respondent

**Superior Court of Washington  
County of King**

In re the Marriage of:

And

Petitioner,

Respondent.

**No.**

**Declaration in Lieu of Formal  
Proof**

REQUEST: The undersigned party requests immediate entry of Findings of Fact/Conclusions of Law and Decree without the necessity of a personal appearance, and states:

RESIDENCE: Either the petitioner or respondent was a resident of the State of Washington or was a member of the Armed Forces and was stationed in the State of Washington when the petition was filed.

90 DAY WAITING PERIOD: If this is a dissolution of marriage, the marriage is now irretrievably broken and at the time the final orders are presented to the court more than 90 days will have elapsed since the later of the Petition being filed and/or service being completed.

MARRIAGE :The parties were married on \_\_\_\_\_ (date), at \_\_\_\_\_ (City, State) and separated on \_\_\_\_\_ (date).

PREGNANCY: The wife is not now pregnant.

PROPERTY: All property and all debts of the parties are fairly and completely divided in the Decree.

PERJURY: I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Dated: \_\_\_\_\_, 201\_\_ at \_\_\_\_\_, Washington.

\_\_\_\_\_  
Signature of Requesting Party

\_\_\_\_\_  
Print or Type Name

(Only one party needs to sign.)

Thank you for participating in the SIMPLE DISSOLUTION (DIVORCE) program. At this time, this program is a pilot project so your feedback is essential. Please complete the following questions AFTER completing the attached Questionnaire/Application materials. A POST-DISSOLUTION survey will be sent to you for completion with copies of your final orders.

PRE-DISSOLUTION SURVEY:

1. How did you hear about this program?

\_\_\_\_\_

2. Although you are not being charged a fee for services, do you feel any fee, with income-based fee reductions, is reasonable? YES NO (Circle One)

Please explain why or why not: \_\_\_\_\_

\_\_\_\_\_

If yes, please indicate what fee for services you would consider reasonable (circle one): \$50 \$100 \$150 \$200

3. After completing the Questionnaire/Application materials, please complete the following questions:

Were the materials easy to understand? YES NO (Circle One)

If NO, please explain: \_\_\_\_\_

\_\_\_\_\_

Did you understand the benefits and limitations of this program? YES NO (Circle One)

If NO, please explain: \_\_\_\_\_

\_\_\_\_\_

4. Please provide any suggestions or comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PLEASE ANSWER ALL QUESTIONS TO THE BEST OF YOUR ABILITY.  
INCOMPLETE APPLICATIONS CANNOT BE PROCESSED.

PLEASE RETURN THIS COMPLETED PACKET TO:

Kent Cases

King County Superior Court- MRJC  
401 4<sup>th</sup> Ave N. Room 1D or 3D  
Kent, WA 98032

Seattle Cases

King County Superior Court- KCCH  
516 Third Ave. Room W-280 or W-382  
Seattle, WA 98104